

Chinook's Edge School Division Visioning Project

NOW > 2015 > 2030

Statement of Work

Project Objective Statement

The purpose of the **CESD Visioning: NOW – 2015-2030** project is to review CESD data, including stakeholder input, current educational research and Alberta Education direction to develop a renewed vision for CESD. This includes the development of new mission and vision statements and overarching goals. As well, the signature line “Where Students Come First” and values will be revisited to confirm commitment.

Board Visioning Principles

The project will be guided by the following visioning principles which have been endorsed by the CESD Board:

- Expect a new vision to be largely based on sound educational research
- Expect authentic engagement at all levels
- Expect your leaders to build commitment rather than compliance
- Expect changes that flow from a new vision to be driven by a compelling purpose and a compelling need
- Expect alignment throughout our learning organization
- Expect autonomy to be defined appropriately
- Expect us to build in natural, effective accountability processes that are fair and effective
- Expect regular “visioning” updates from your Superintendent and Board members on the guiding coalition throughout this process.

Project Scope and Deliverable

In-scope

The following are the deliverables for the project:

- Examination of the CESD data, review of current educational research, review of Alberta Education current direction to identify overarching principles to ensure a strong foundation for the renewed vision and mission statements
- Development and implementation of a process to engage stakeholders in developing renewed mission and vision statements
- Development and implementation of a process to allow commitment to the signature line and CESD values
- Provide feedback loops in system planning and engagement processes as to the key learnings and findings that emerge throughout the process and solicit input from stakeholders
- Produce renewed mission, vision statements and confirm commitment to signature line and values statements

- Communication of process and results to stakeholders
- Monthly updates to the Board of progress
- Presentation of renewed mission, vision and confirm commitment signature line and values to the Board for consideration
- Branding of CESD with new vision
- Review of current and future plans, initiatives, projects and processes to ensure alignment with the renewed vision and mission of the Board and overarching principles

Out-of-scope

The following activities are critical to the success of the project, but are beyond the scope of the project:

- Review of strategic planning and processes
- Review of budgeting planning and processes

Alignment and Complementary Initiatives

Numerous CESD learning initiatives are focused on developing 21st Century skills and competencies. Over the course of the next year the plans and processes will be examined to ensure CESD is well situated to meet the needs of all learners now and going forward to 2030. It is imperative that the CESD vision provide direction to the division stakeholders.

Obstacles and Risks

- Lack of support from CESD Leaders
- Breakdown in communication
- Competing priorities that require commitment of stakeholders and team members
- Insufficient funding to bring stakeholders together

Project Team

Project Team Roles and Responsibilities

Role	Responsibility	Participant
Project sponsor	<ul style="list-style-type: none"> • Ultimate decision maker • Provides oversight and guidance • Reviews and approves some project elements 	Kurt Sacher
Project Facilitator	<ul style="list-style-type: none"> • Manages the project in accordance with the project plan • Serves as liaison to superintendent • Provides overall project direction and facilitates processes 	Dot Negropontes
Guiding Coalition of Stakeholders	<ul style="list-style-type: none"> • Provides input to the project manager on project plan • Reviews the project deliverables • Brings the viewpoint of their stakeholder groups • Communicates with their stakeholder groups • Promotes commitment to the project among their stakeholder groups 	Representatives from the following roles: <ul style="list-style-type: none"> • CESD Board • Communication Officer • COLT • School Admin • Teachers • Admin Support • Educational Assistant • Bus Driver • Custodian • Parent • Community • Post-secondary

Internal Resources to Support the Team

The project will require the support of all CESD leaders (formal and informal) as champions and communicators for both the visioning process and the resulting statements. CESD division office staff may be required to help with the processing of data.

Milestones

Activity	By	Most Responsible
Board approval of project	September, 2010	Kurt
Feedback loop – COLT, SAT ADCOS, Board, Superintendent's school & department visits	On-going at every stage	Dot, Kurt and Guiding Coalition Board, Liaison Superintendents, Admin and COLT reps
Confirmation of stakeholder representation on the Guiding Coalition	November, 2010	Dot, Kurt
Establishment of work plan, including a communication plan	November - December, 2010	Dot and Guiding Coalition
Review of CESD data, educational research, AEd direction and identification of emerging ideas and development of overarching principles of 21 st Century learning that will guide the development of CESD vision, and mission	November – February, 2011	Dot and Guiding Coalition
Feedback loop – PD Day and Joint Board/school Councils Mtg	November – 2010	Kurt, Dot and Guiding Coalition
Feedback loop - Board/Admin Retreat	Spring, 2011	Dot and Guiding Coalition
Visioning charettes to craft new statements(s) and revisit signature and values	March, 2011	Dot and Guiding Coalition
Feedback loop to Joint Board/School Councils Mtg and/or Board Community Engagement Forums	April, 2011	Dot and Guiding Coalition
"Fine-tuning and word-smithing"	April, 2011	Dot and Guiding Coalition
Presentation to the Board for Adoption	May, 2011	Kurt
Branding and story development	September – November, 2011	Dot and Guiding Coalition
Review of CESD goals and initiatives to ensure alignment	September – November, 2011	Dot and Guiding Coalition
Feedback loop – PD Day and Joint Board/school Councils Mtg	November, 2011	Dot and Guiding Coalition
Report to the Board	December, 2011	Kurt

*Note: Feedback loops will allow for presentation of project progress and input to guide activity.